FEBRUARY 25, 1938 NUMBER 327

THE UNIVERSITY OF NORTH CAROLINA RECORD

THE SCHOOL OF LIBRARY SCIENCE

Announcement of the

SUMMER SESSION

1938

First Term: June 13th-July 23

Second Term: July 25th-August 31st

THE UNIVERSITY OF NORTH CAROLINA PRESS
ISSUED 12 TIMES A YEAR AS FOLLOWS: 4 NUMBERS IN FEBRUARY, 3 NUMBERS IN MARCH, 3 NUMBERS IN APRIL, 1 NUMBER EACH IN JUNE AND OCTOBER.
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CALENDAR

First Term

June 13 *Monday*—Registration Day. (Extra fee for late registration after today.)

June 14 *Tuesday*—Classwork begins at 8:00 a.m. (Those registering on this day or on the 15th pay an extra fee of $2.50 for late registration.)

June 15 *Wednesday*—Extra fee of $2.50 for late registration.

June 16 *Thursday*—Those registering on this day or on the 17th pay an extra fee of $5.00 for late registration.

June 17 *Friday*—Extra fee of $5.00 for late registration. Except by executive permission registration for credit will not be permitted after 5:00 p.m. on this day.

July 22-23 *Friday and Saturday*—Examinations.

Second Term

July 25 *Monday*—Registration of new students. (Extra fee for late registration after today.)

July 26 *Tuesday*—Classwork begins at 8:00 a.m. (Those registering on this day or on the 27th pay an extra fee of $2.50 for late registration.)

July 27 *Wednesday*—Extra fee of $2.50 for late registration.

July 28 *Thursday*—Those registering on this day or on the 29th pay an extra fee of $5.00 for late registration.

July 29 *Friday*—Extra fee of $5.00 for late registration. Except by executive permission registration for credit will not be permitted after 5:00 p.m. on this day.

July 30 *Saturday*—Regular classes in all departments.

Aug. 13 *Saturday*—Regular classes in all departments.

Aug. 27 *Saturday*—Regular classes in all departments.

Aug. 29 *Monday*—Class instruction ends at 6:00 p.m.

Aug. 30-31 *Tuesday and Wednesday*—Examinations.

OFFICERS OF ADMINISTRATION

FRANK PORTER GRAHAM, M.A., LL.D., D.C.L., D.Litt., *President*

ROBERT BURTON HOUSE, A.M., *Dean of Administration*

*ROBERT BINGHAM DOWNS, M.S., *Chairman, Administrative Board, Division of Library and Library School*

SUSAN GREY AKERS, Ph.D., *Director of the School of Library Science and Professor of Library Science*

JEAN MCLAURIN, A.B., A.B. in L.S., *Reviser-Secretary*

OFFICERS OF INSTRUCTION

SUSAN GREY AKERS, Ph.D. ..... Second Term
Director of the School of Library Science
and Professor of Library Science

FRIEDA M. HELLER, M.S. ..... Both Terms
Assistant Professor
Ohio State University

BEATRICE HOWARD HOLT, M.A. in L.S. ..... First Term
Assistant Professor, School of Librarianship
University of Denver

MURIEL S. JORDAN, (Certificate, Carnegie Library School, Pittsburgh) ..... First Term
Children's Librarian, Public Library, Durham, N. C.

LUCILE KELLING, A.B., B.L.S. ..... First Term
Assistant Professor of Library Science

GUY R. LYLE, M.S. ..... Both Terms
Librarian, The Woman's College of The University of North Carolina

CATHARINE J. PIERCE, M.S. ..... Second Term
Reference Librarian, Swarthmore College Library

* Resignation effective, July 1, 1938.

THE SCHOOL OF LIBRARY SCIENCE

Summer Session

The School of Library Science offers, in consecutive summers, its regular one-year curriculum. The session will be for two terms of six weeks each, beginning Monday, June 13th, and Monday, July 25th, respectively.

These Summer Session courses are offered especially with a view to enabling school librarians and teacher-librarians to secure a full year's curriculum in library science. Special consideration is given to the application of these fundamental courses to school libraries.

The courses offered are equivalent to those in the regular session and give credit and lead to degrees, subject to the regular admission and curriculum requirements of the School of Library Science. It will be possible to begin the work the first term of any Summer Session.

It is recommended that students plan to come for both terms. This makes it possible to complete the work in three Summer Sessions. In all cases the curriculum must be completed within five summers. Owing to difficulties involved in scheduling classes and completing courses it is urgently recommended that students plan to stay for both terms of the Summer Session.

The School of Library Science is accredited by the American Library Association and is approved by the Association of Colleges and Secondary Schools of the Southern States.

Admission Requirements

The principal requirement for admission is a bachelor's degree from an accredited college or university, with the exception that students of senior standing in this institution will be admitted to the curriculum for public librarians or school librarians.

Mature persons who cannot qualify for admission to the regular curriculum and are not interested in completing the work for the degree but who could take certain courses with profit, will be admitted as special students. (Such students should consult the General Summer Session Catalog for courses in other subjects.)

A reading knowledge of French and German is essential to satisfactory work in college and university libraries and very desirable in other types of libraries. It is strongly urged, therefore, that applicants acquire such a reading knowledge before admission to the School.

Students must show reasonable ability in typewriting before

admission to the School. A test in typewriting ability will be held early in the Summer Session.

Those over thirty-five years of age are advised not to apply for admission to the School unless they have been continuously engaged in library work or some similar pursuit.

Because of the special nature of many phases of library work, it is recommended that before beginning the course applicants familiarize themselves with library routines and terms, either through practice in a near-by library or by reading.

Applicants must show evidences of ability to do library work and must have had a well-balanced selection of courses leading to the required bachelor's degree.

It is recommended that applicants interview a member of the faculty of the School before admission.

Amount of equipment and size of faculty necessarily *limit the enrollment.* The class will be chosen on a basis of individual promise of success and previous high scholarship standing. Applicants are expected to have received a grade of B or better in at least 50 per cent of their undergraduate courses.

Description of Courses

A Summer Session course meets five hours a week, and if continued for both terms is equivalent to three and one-third semester hours (five quarter hours); if taken for one term only, such a course is equivalent to one and two-thirds semester hours (two and one-half quarter hours). (For certificate credit in North Carolina, the course for one term carries credit for two semester hours; the course for both terms, four semester hours.)

"a" and "b" designate the first and second half of a course respectively, "a" therefore, is necessarily prerequisite for "b" and is given the first term; "b", the second term.

No courses begin the second term except s152. New students, therefore, should plan to come for the first term or preferably for both terms.

The program for students just entering the School who wish to complete the work for the degree consists of s101ab, Cataloging and Classification; s111ab, Reference and Bibliography; and s121ab, Principles of Book Selection.

In subsequent summers these courses will be repeated and there will be more advanced courses in Cataloging and Classification, in Reference and Bibliography, and in Book Selection.

s101ab. CATALOGING AND CLASSIFICATION. Credit, 2½ quarter hours each term.

Through both terms. First term: Professor Holt. Second term: Professor Akers. Hour: Section I, 9:00 daily. Section II, 8:00 daily. Library 303.

This course is planned to give students the theoretical side of cataloging and classification with reference to libraries of different types, sizes, and clienteles. Its objective is to study the problems involved in decisions regarding: (1) the kinds and forms of public and official catalogs; (2) classification systems, the division of subjects, and the classifying of printed materials; (3) subject headings; (4) the arrangement of books on the shelves; (5) bibliographical detail, including, e.g., forms of names and the use of Library of Congress printed cards and locally made catalog cards; (6) the catalog department's relation to the other departments of the library; (7) the organization and administration of the work of the department, including estimates on the cost of cataloging; and (8) the securing, organizing, and training of the staff of the department. The work will be carried on through lectures, class discussions, problems, readings, individual and group conferences.

s111ab. REFERENCE AND BIBLIOGRAPHY. Credit, 2½ quarter hours each term.

Through both terms. First term: Professor Kelling. Second term: Mrs. Pierce. Hour: Section I, 8:00 daily. Bingham 216. Section II, 9:00 daily. Library 313.

The aim of this course is to familiarize students with the principles of reference work and with the selection and use of basic bibliographical and reference books, periodicals, and periodical indexes. Lectures on the historical development of various classes of bibliographic materials and practical questions involving their use are followed by individual problems and conferences. Extensive practice is given in the selection of reference and bibliographic material for libraries of various types. Mudge, *Guide to Reference Books*, c1936, is used as a text.

NOTE: s111a meets the requirements for Reference for North Carolina Library Science Certificate B for Teacher-librarians.

s121ab. PRINCIPLES OF BOOK SELECTION. Credit, 2½ quarter hours each term.

Through both terms. Professor Heller. Hour: Section I, 10:00 daily. Section II, 11:00 daily. Library 313.

The object of this course is to cultivate the ability to select the literature best adapted to the varying needs of the adult reader through a study of the underlying principles and practices of approved methods. The work consists of reading, examining, and reviewing selected books from classes, such as literature, history, science, fiction, etc.; a critical study of the principal aids to book selection as tools for practical use in the library; the compiling of selected lists; practice in the writing of book notes; the checking of current book lists; discussion of American publishers; and study of editions. Lectures and discussion groups.

s123ab. BOOK SELECTION FOR CHILDREN'S LIBRARIES. Credit, 2½ quarter hours each term.

Through both terms. First term: Mrs. Jordan. Second term: Professor Heller. Hour: Section I, 8:00 daily. Library 313. *Section II, 10:00 daily. Library 303.

In general, the aim of the course is to acquaint the students with children's reading in order that they may understand the varying appeals that books make to children and thus learn to select books with consideration for the different age groups and differing backgrounds of children. The importance of literature made by children, children's literary tradition, classics, modern and traditional fairy tales, poetry, nursery rhymes, fables and beast tales, myths, epics and sagas, romances, ballads, subject-matter books, illustrated books, books for story-telling, and the history of children's literature are indicated. Practice in the writing of book notes, oral reports, discussions, and lectures.

Same as Education s61ab.

NOTE: Meets the requirements for Children's Literature for North Carolina Library Science Certificate B for Teacher-librarians.

* If necessary to offer, instructor will be secured.

s141ab. ADMINISTRATION OF LIBRARIES. Credit, 2½ quarter hours each term.

Through both terms. Mr. Lyle. Hour: 9:00-11:00 Mondays, Wednesdays, and Fridays. Bingham 216.

A study of the functions of public, school, and college libraries; the elements of library organization and administration and the variations necessary to special types of service; the library in the community; the interrelation of work as exemplified by the departments of a large library; finance, personnel, equipment, and buildings; and general book-buying policy. Special projects, reports, and discussions.

For students who have completed two quarters work in Library Science at this institution.

s152. THE CARE AND USE OF LIBRARY MATERIALS. Credit, 2½ quarter hours.

Second term: Mrs. Pierce. Hour: 12:00 daily. Library 313.

This course includes the study of: (1) problems involved in indexing, arranging, and caring for non-book material, e.g., picture and map collections; and (2) problems involved in decisions regarding the aims of the course in the use of books and libraries, the scope, and the best methods of presentation. The work will be given through lectures, class discussion, problems, and reading.

NOTE: With course s153, meets the requirements for Administration for North Carolina Library Science Certificate B for Teacher-librarians.

s153. LIBRARY WORK WITH CHILDREN AND YOUNG PEOPLE. Credit, 2½ quarter hours.

First term: Section I, Mrs. Jordan. Hour: 11:00 daily. Library 303. Section II, Professor Heller. Hour: 12:00 daily. Library 313.

The aim of this course is to present the organization, administration, and equipment of a children's or small school library. Special attention is given to problems of book buying and the relation of these libraries to other educational institutions.

NOTE: With course s152, meets the requirements in Administration for North Carolina Library Science Certificate B for Teacher-librarians.

s191b. SPECIAL PROBLEMS. Credit, 2½ quarter hours.

First term: Reference, Professor Kelling. Hours by appointment. Prerequisite: Library Science s111ab and s112ab.

Second term: Cataloging, Professor Akers. Hours by appointment. Prerequisite: Library Science s101ab and s102ab.

Informal conferences will be scheduled with individual students and with groups of students having similar problems in order to consider specific problems of the libraries from which they come.

Library Visits

During their third quarter students are conducted on a series of visits to libraries and binderies by a member of the faculty. The approximate cost of these visits is forty-five dollars.

Degrees

On the completion of a curriculum or its equivalent in the School of Library Science, the University will grant to students entering with senior standing the degree of Bachelor of Arts;

to those entering with a bachelor's degree, the degree of Bachelor of Arts in Library Science.

Registration

The regular time for registration for the first term will be Monday, June 13th. All students of the Summer Session should try to be present and register on that day, as the regular class work will begin promptly at 8:00 on Tuesday, June 14. Moreover, there is *an extra* fee for delayed registration. For those registering June 14th or 15th, the extra fee is $2.50. For those registering June 16th or 17th, the extra fee is $5.00. Registration for credit will not be permitted, except by executive permission, in the first term after 5:00 o'clock Friday, June 17th, nor in the second term after 5:00 o'clock, Friday, July 29th.

Since enrollment in all Library Science courses is limited, and credentials must be submitted in advance, *application for admission* to all such courses *should be made by May 1st, if possible.* For application blanks or for further information address: Dr. Susan Grey Akers, Director, The School of Library Science, The University of North Carolina, Chapel Hill, N. C.

Expenses For Each Term of Six Weeks

Rooms

The amount shown is the charge for each occupant for a term of six weeks, except that in Graham the charge is for the room for a term.

Women:			
Several renovated and screened residence halls, single	$15.00	Double	$ 7.50
Spencer Hall, single	22.50	Double	15.00
New Woman's Bldg, single	30.00	Double	15.00
Men:			
Battle-Vance-Pettigrew, Lewis dormitories, single	$15.00	Double	$ 7.50
Graduate Men's Club single	22.50	Double	15.00
Married Couples:			
Graham Dormitory, each room			15.00

Board

At Spencer Hall, $35.00 for each term. All residents of Spencer Hall are required to take meals in the dining room. At Graduate Men's Club the requirement will be announced later. The University Dining Hall Cafeteria serves meals at an approximate cost of $30.00 for each term.

Estimated Minimum Expenses for Each Term of Six Weeks

Registration fee	$15.00
Course fee ($2.25 per quarter hour credit, average course load 7½ quarter hours)	16.88
Cataloging laboratory fee	1.50
Laundry deposit (refund made of unused balance)	6.00
Room rent	7.50
Board at University Dining Hall Cafeteria (estimated at $20.00 per month)	30.00
Books and supplies, approximately (This item is for both terms)	15.00
TOTAL	$91.88

Additional Expenses for Students Graduating, August, 1938

Trips to visit libraries	$45.00
Graduation fee	5.00
TOTAL	$50.00

Special Features

CONCERTS, ETC. Concerts, recitals, sports, and social recreation are included in the list of activities which will be planned and supervised by a competent and experienced staff.

SWIMMING. The New University Gymnasium with all of its facilities will be open for the use of Summer Session students. This includes the use of the swimming pool, which is one of the largest in the South. Special swimming instruction will be available.

SUMMER SESSION CHORUS. A special feature of the Summer Session will be the chorus, which will meet daily at 5:00 p.m. for an hour of informal singing under the leadership of John E. Toms, Assistant Professor of Music and Director of the Men's and Women's Glee Clubs at the University, and W. P. Twaddell, Director of Music, Durham City Schools.

CONFERENCE ON PUBLIC EDUCATION. All divisions of The University will sponsor a Conference on Public Education on June 22nd-24th. There will be general session and group meetings. They will be directed largely by people from the field.